

Notice of Intent to Certify Sole Source

To: Interested Parties

From: Ellen Swoger
CIO, Applications

Date: 9/7/2021

Re: Sole Source Certification Number 9429 Magtek ImageSafe Check Readers

Contact Email Address: solesource@umc.edu

Sole Source Certification Award Details

Regarding UMMC Sole Source Certification Number 9429 Magtek ImageSafe Check Readers, please be advised that UMMC intends to award the purchase of the Magtek ImageSafe Check Readers to SphereCommerce, LLC as the sole source provider of the Magtek ImageSafe Check Readers.

UMMC issues this notice in accordance with Mississippi state law, policy, and procedures for sole source procurements.

Sole Source Criteria

1. Where the compatibility of equipment, accessories, or replacement parts is the paramount consideration (and manufacturer is the sole supplier).
2. Where a sole supplier's item is needed for trial use or testing.
3. Where a sole supplier's item is to be required when no other item will service the needs of UMMC.

Schedule

Task	Date
First Advertisement Date	September 10, 2021
Second Advertisement Date	September 17, 2021
Response Deadline from Objectors	September 24, 2021 at 3:00 p.m. Central Time
Notice of Award/No Award Posted	Not before September 24, 2021

Project Details

1. Describe the commodity/service that the agency/institution is seeking to procure:

The ImageSafe check reader allows the UMMC POS(point of service) staff to convert paper checks to an electronic ACH transaction. The product converts the paper checks to an ACH electronic check. The device provides secure check scanning which safeguards consumers and their personal data.

2. Explain why the commodity/service is the only one (1) that can meet the needs of the agency/institution:

The utilized software on these devices is proprietary information from vendor. This is the only check reader option available today with Telecheck and SphereCommerce's TC IPA product.

3. Explain why the source is the only person or entity that can provide the required commodity/service:

Magtek ImageSafe Check Readers must be purchased from SphereCommerce, LLC. The Imagesafe device needs to be purchased directly from SphereCommerce in order to ensure that the devices are secure and operational from our certified provider. See supporting letter from SphereCommerce, LLC, Attachment A.

4. Explain why the amount to be expended for the commodity/service is reasonable:

The estimated amount to be expended for the purchase Magtek ImageSafe Check Readers is **\$120,000.00**. Please be advised that UMMC will determine if additional enhancements, upgrades, support, or equipment are within scope during the certification period and may increase the spending authority accordingly. Should SphereCommerce, LLC change their name during this certification period, then UMMC will determine if a recertification is necessary. This amount is within the expected price range for this software.

5. Describe the efforts that the agency/institution went through to obtain the best possible price for the commodity/service:

Through market intelligence, UMMC was able to negotiate best pricing for these products. All applicable discounts were explored and applied.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that the Magtek ImageSafe Check Readers, (hereafter, "Products") should not be certified as a sole source should provide information in the Vendor Form for the State to use in determining whether or not to proceed with awarding the sole source SphereCommerce, LLC. The Vendor Form may be found at

<http://www.dfa.state.ms.us/Purchasing/documents/ObjectiontoSoleSourceDetermination.pdf>.

Objections must include the certification in Attachment B.

Comments will be accepted at any time prior to Friday September 24, 2021, at 3:00 p.m. (Central Time) to solesource@umc.edu. Responses may be delivered via email to solesource@umc.edu. UMMC WILL NOT BE RESPONSIBLE FOR DELAYS IN THE DELIVERY OF RESPONSES. It is solely the responsibility of the Interested Parties that responses reach UMMC on time. Responses received after the deadline and responses that lack all required information will be rejected. UMMC reserves the right to inspect Interested Party's commodity for comparison purposes.

If you have any questions concerning the information above or if we can be of further assistance, please contact solesource@umc.edu.

Attachment A: Vendor Correspondence

Attachment B: Objection Certification

Attachment B

SUBMITTED IN RESPONSE TO

Sole Source Certification No. SS9429

Accepted until Friday, September 24, 2021, at 3:00 p.m.

I certify that the information contained in this objection is true and accurate to the best of my knowledge. I understand that UMMC will investigate all statements made in this objection and that any false or misleading information provided may result in adverse action.

Objector Name
Objector's title
